



URBAN DEVELOPMENT ONLINE
SPECIAL CLAUSES TAB

5

REFERENCE GUIDE

July 20, 2018

Version 1.03

Document Information

Document Revision History

Version	Description	Date	Author
Version 1.00	Began draft	February 2 nd , 2013	Carolyn Anscombe
Version 1.01	Added content	February 3 rd , 2013	Carolyn Anscombe
Version 1.02	Review and Complete Document	February 8 th , 2013	Carolyn Anscombe Deb Meili Brent Kromm Michael Ficaccio
Version 1.03	Cost Sharing Clause tool	July 20, 2018	Debbie Meili Brian Wilson

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Disclaimer: The building of this training material required the use of existing Subdivision Application and Construction Drawing information provided to the City of Calgary. You may notice slight inconsistencies throughout the training material. The information used is for demonstration purposes only. These variances are not to deter from the intended content.

Introduction

Document purpose

This Urban Development Online (UDO) Quick Reference Guide is to be used by Developers and/or their Consulting Engineers and will provide the steps to complete the actions on the [Special Clauses Tab](#) of the Urban Development online Development Application.

The screenshot shows the 'Special Clauses' tab in the UDO system. It includes a header with the City of Calgary logo and navigation tabs like 'New Requests', 'Find Requests By JAC', 'My Requests', 'My Collaborations', and 'Sign Out'. The main content area is titled 'Development Agreement Request' and contains request details, a 'Special Clauses' section with instructions and buttons, a 'Special Clause Amount Totals' table, and an 'Outstanding Special Clause Issues' section. Red boxes and arrows highlight key features and steps.

The Tombstone is located at the top of each screen and contains basic information and key details of the request.

1. Special Clauses
The Special Clause Library is the most current City of Calgary Special Clauses.

2. Total from the Infrastructure Tab Page

3. Outstanding Special Clause Issues

Category	Type	Amount
Details	Performance Security	Tier

Special Clause Amount Totals	
Total Deposits:	\$25,000.00
Total Repayments:	\$50,000.00

* An asterisk indicates a required field.

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Special Clauses

The **Performance Security Clause** is automated data that comes from the Details Tab page.

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Development Agreement Request

[Agreement Request Requirements](#)

Request Number: REQ2013-0026	Developer of Record: QUALICO DEVELOPMENTS WEST LTD.	Status
Request Type: Development Agreement	Developer Tier: Tier 3	MDA:
Request Date: Jan 14, 2013	Master Agrmt. Type: Residential	I/A:
Request Status: New	Subdivision Name: EVANSTON, PHASE 19	SC:
		SCA:

[Details](#) | [Infrastructure](#) | [Areas](#) | [Assessments](#) | **[Special Clauses](#)** | [Attachments](#) |

Special Clauses

1 Please click Generate Special Clauses button to Generate clauses for this agreement.

a. Click here to view the current [Special Clause Library](#).

b. Click the Add Special Clause button to add a special clause record.

c. Click the Details link on existing special clause records to review and edit the clause text.

Preview Special Clauses

	Category	Type	Amount
Details	Performance Security	Tier	

Special Clause Amount Totals

2 Review the following amounts totaled from the special clauses listed above.

Total Deposits:	\$25,000.00
Total Repayments:	\$50,000.00

Outstanding Special Clause Issues

3 If there are any outstanding Special Clause issues listed below, they must be resolved prior to submission.

[None]

* An asterisk indicates a required field.

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To view the current Special Clause library click on the [Special Clause Library](#) link.

Note: The Special Clause Library can remain open while working in the application.

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Special Clauses

1 Please click Generate Special Clauses **button to Generate** the clauses for this agreement.

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b. Click the Add Special Clause button to add a special clause record.

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[Preview Special Clauses](#)

	Category	Type	Amount
Details	Performance Security	Tier	

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Click the **GENERATE SPECIAL CLAUSES** button to have the Urban Development Online System generate the limited Special Clauses based on the information provided while building the application.

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Request Type: Development Agreement Developer Tier: Tier 3 [MDA:](#)

Request Date: Jan 14, 2013 Master Agrmt. Type: Residential [IIA:](#)

Request Status: New Subdivision Name: EVANSTON, PHASE 19 [SC:](#)

[SCA:](#)

[Details](#) | [Infrastructure](#) | [Areas](#) | [Assessments](#) | **[Special Clauses](#)** | [Attachments](#) |

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[Preview Special Clauses](#)

	Category	Type	Amount
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[None]

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If a **Special Clause** is incomplete and requires additional information it will have a **Delta Symbol** beside it.

Click on the **Details link** for the Special Clause with the **Delta Symbol** to complete the required fields for the special clause.

Disclaimer: This Development Request does not include an Environmental Reserve (ER) as indicated below. Shown for demonstration purposes only.

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Request Date: Jan 14, 2013 Master Agmt. Type: Residential [IIA:](#)

Request Status: New Subdivision Name: EVANSTON, PHASE 19 [SC:](#)

[SCA:](#)

[Details](#) | [Infrastructure](#) | [Areas](#) | [Assessments](#) | **[Special Clauses](#)** | [Attachments](#) | [Submit](#)

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[View Special Clauses](#)

	Category	Type	Amount
Details	Performance Security	Tier	
Details	Assessment Levies	Environmental Reserve Lands Exemption	\$6,891.20
Details	East Springbank Engineering Study	East Springbank Servicing Study	\$6,891.20

Special Clause Amount Totals

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Total Deposits: \$25,000.00

Total Repayments: \$50,000.00

Outstanding Special Clause Issues

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All outstanding Special Clause issues must be resolved.

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1. Add the **Clause Category** and **Clause Type** if not already added.
2. Click the **PREVIEW** button at any time to **Preview** the complete **Special Clause** text.
3. Fill in all required fields highlighted in red text.
4. Add any required comments to account for or document the **Special Clause**.
5. Attach supporting documentation.
6. Resolve any **Outstanding Special Clause Issues**.
7. Update your changes **Save and Close** when complete

SAVE
SAVE AND CLOSE
←

Build Special Clause Text

1 If a Clause Category and Clause Type have not already been selected, select them from the dropdown lists. If you cannot find the correct Clause Category or Clause Type, you may select 'Other' and continue to step 2.

Clause Category: Assessment Levies
 *Clause Type: Environmental Reserve Lands Exemption

2 Click the Preview button at anytime to preview the complete Special Clause Text.

a. Note that the clause preview contains {placeholders} corresponding to the field labels below.
 b. For each placeholder, enter a value in the corresponding field below.
 c. Click the Preview button to update clause placeholders and save the completed clause in the database.

PREVIEW

Notwithstanding the provisions of Clauses 3.01 to 3.08 herein, it is understood and agreed between the parties hereto, that the amounts of the payments to be made by the Developer to the City, as required under the said Clauses 3.01 to 3.08 herein, exempt payment for the Environmental Reserve Lands ({Area Measurement} hectares) shown in {Schedule B Colour} on Schedule 'B' attached hereto.

3 To insert values into the special clause template, enter those values in the fields below.

Agreement Date:	Height Measurement:	Metres
Agreement Name:	Lane Type:	(select type)
Amount: \$	Legal Description:	
*Area Measurement: <input type="text"/> Hectares	Length Measurement:	Metres
Boundary Direction A: (select direction)	Percentage:	
Boundary Direction B: (select direction)	Road Type:	(select type)
Carriageway A: Lane (eg. 2 of the 4)	Roadway Lanes:	
Carriageway B: Lane (eg. 4 of the 4)	Roadway Startpoint:	
Community/District:	Roadway/Location:	
Consultant:	*Schedule B Colour: <input type="text"/>	
Developer:	Schedule B Points:	
Developer Of Record: QUALICO DEVELOPMENTS WEST LTD.	Traffic Direction A:	(select direction)
Developer Tier: Tier 3	Traffic Direction B:	(select direction)
Development Phase:	Walkway Type:	(select type)
Extension Direction: (select direction)	Watershed Name:	(select watershed)
Fence Type: (select type)	Width Measurement:	Metres

Attach Supporting Documentation

4 Add any comments required to account for or document this special clause record.

5 To attach supporting documentation for this special clause, click the Attach File button. Please note that the maximum acceptable file size is 10 MB.

ATTACH FILE

File Name	Description
-----------	-------------

Outstanding Special Clause Issues

6 If there are any outstanding Special Clause issues listed below, they must be resolved prior to submission.

All outstanding Special Clause issues must be resolved.

To update your changes on the parent screen, please use the "Save and Close" button.

2018 July 25

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The **Delta Symbol** is removed on the **Special Clauses Tab Page** when the Special Clause is complete and all fields are filled in.

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Development Agreement Request

[Agreement Request Requirements](#)

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Request Type: Development Agreement	Developer Tier: Tier 3	MDA:
Request Date: Jan 14, 2013	Master Agrmt. Type: Residential	IIA:
Request Status: New	Subdivision Name: EVANSTON, PHASE 19	SC:
		SCA:

Details
Infrastructure
Areas
Assessments
Special Clauses
Attachments
Submit

Special Clauses

- 1 Please click Generate Special Clauses button to Generate clauses for this agreement.
 - a. Click here to view the current [Special Clause Library](#)
 - b. Click the Add Special Clause button to add a special clause record.
 - c. Click the Details link on existing special clause records to review and edit the clause text.

[Preview Special Clauses](#)

	Category	Type	Amount
Details	Performance Security	Tier	
Details	Assessment Levies	Environmental Reserve Lands Exemption	✘
Details	East Springbank Engineering Study	East Springbank Servicing Study	\$6,891.20 ✘

Special Clause Amount Totals

- 2 Review the following amounts totaled from the special clauses listed above.

Total Deposits:	\$25,000.00
Total Repayments:	\$50,000.00

Outstanding Special Clause Issues

- 3 If there are any outstanding Special Clause issues listed below, they must be resolved prior to submission.

[None]

* An asterisk indicates a required field.

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Click the **ADD SPECIAL CLAUSE** button for any additional **Special Clauses** that are not generated by the Urban Development Online Application.

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Request Type: Development Agreement	Developer Tier: Tier 3	MDA:
Request Date: Jan 14, 2013	Master Agrmt. Type: Residential	IIA:
Request Status: New	Subdivision Name: EVANSTON, PHASE 19	SC:
		SCA:

SAVE CANCEL

Details | Infrastructure | Areas | Assessments | Special Clauses | Attachments | Submit

Special Clauses

- Please click Generate Special Clauses button to Generate clauses for this agreement.
 - Click here to view the current [Special Clause Library](#)
 - Click the Add Special Clause button to add a special clause record.
 - Click the Details link on existing special clause records to review and edit the clause text.

GENERATE SPECIAL CLAUSES ADD SPECIAL CLAUSE

[Preview Special Clauses](#)

	Category	Type	Amount
Details	Performance Security	Tier	
Details	Assessment Levies	Environmental Reserve Lands Exemption	
Details	East Springbank Engineering Study	East Springbank Servicing Study	\$6,891.20

Special Clause Amount Totals

- Review the following amounts totaled from the special clauses listed above.

Total Deposits:	\$25,000.00
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Outstanding Special Clause Issues

- If there are any outstanding Special Clause issues listed below, they must be resolved prior to submission.

[None]

* An asterisk indicates a required field.

SAVE CANCEL

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1. Select the **Clause Category** and **Clause Type** from the drop down menus

Build Special Clause Text

1. If a Clause Category and Clause Type have not already been selected, select them from the dropdown lists. If you cannot find the correct Clause Category or Clause Type, you may select 'Other' and continue to step 2.

*Clause Category: (select category) **Sanitary Sewers**

Clause Type: (select category)

2. Click the Preview button.

a. Note that the clause text is displayed in the field labels below.

b. For each placehold, click the Preview button to view the completed clause in the database.

3. To insert values into the clause text, click the Preview button.

PREVIEW

Clause Text:

Sanitary Sewers

Storm Sewers

Water Mains

Streets & Avenues

Lanes & Walkways

Sidewalks, Curbs & Gutters

Fencing

Parks

Covenants & Caveats

East Springbank Engineering Study

Utility Relocation

Road Rehabilitation

Easements

Ministerial Consent

Street Lighting

Emergency Access

Emergency and Temporary Access

80 Avenue NE

Front Ending Agreements

Retaining Walls

Geotechnical

Other

Agreement Date: (select date)

Agreement Name: (select name)

Amount: (select amount)

Area Measurement: (select measurement)

Boundary Direction: (select direction)

Boundary Direction B: (select direction)

Carriageway A: (select type) Lane (eg. 2 of the 4)

Carriageway B: (select type) Lane (eg. 4 of the 4)

Community/District: (select district)

Consultant: (select consultant)

Developer: (select developer)

Developer Of Record: (select developer)

Developer Tier: (select tier)

Development Phase: (select phase)

Extension Direction: (select direction)

Fence Type: (select type)

Height Measurement: (select measurement) Metres

Lane Type: (select type)

Legal Description: (select description)

Length Measurement: (select measurement) Metres

Percentage: (select percentage)

Road Type: (select type)

Roadway Lanes: (select lanes)

Roadway Startpoint: (select startpoint)

Roadway/Location: (select location)

Schedule B Colour: (select colour)

Schedule B Points: (select points)

Traffic Direction A: (select direction)

Traffic Direction B: (select direction)

Walkway Type: (select type)

Watershed Name: (select watershed)

Width Measurement: (select measurement) Metres

Attach Supporting Documentation

Build Special Clause Text

1. If a Clause Category and Clause Type have not already been selected, select them from the dropdown lists. If you cannot find the correct Clause Category or Clause Type, you may select 'Other' and continue to step 2.

*Clause Category: (select category) Sanitary Sewers

Clause Type: (select type) **Offsite, Oversize, Location**

2. Click the Preview button.

a. Note that the clause text is displayed in the field labels below.

b. For each placehold, click the Preview button to view the completed clause in the database.

3. To insert values into the clause text, click the Preview button.

PREVIEW

Clause Text:

Offsite, Oversize, Location

Offsite, Oversize, Location, Endeavour to Assist - 21.02

Offsite, Location, Endeavour to Assist - 21.02

Offsite, Location, Endeavour to Assist - 21.02

Offsite, Oversize, Length Specified Points

Offsite, Oversize, Length Specified Points, Endeavour to Assist - 21.02

Offsite, Oversize, Location, Endeavour to Assist - 21.02

Offsite, Oversize, Location, Endeavour to Assist - 21.02

New Utilities, Oversize, Own Arrangements

New Utilities, Own Arrangements

Location

Location, Endeavour to Assist - 21.02

Oversize, Location

Oversize, Location, Endeavour to Assist - 21.02

Maintenance

Agreement Date: (select date)

Agreement Name: (select name)

Amount: (select amount)

Area Measurement: (select measurement)

Boundary Direction A: (select direction)

Boundary Direction B: (select direction)

Carriageway A: (select type) Lane (eg. 2 of the 4)

Carriageway B: (select type) Lane (eg. 4 of the 4)

Community/District: (select district)

Consultant: (select consultant)

Developer: (select developer)

Developer Of Record: (select developer)

Developer Tier: (select tier)

Development Phase: (select phase)

Extension Direction: (select direction)

Fence Type: (select type)

Percentage: (select percentage)

Road Type: (select type)

Roadway Lanes: (select lanes)

Roadway Startpoint: (select startpoint)

Roadway/Location: (select location)

Schedule B Colour: (select colour)

Schedule B Points: (select points)

Traffic Direction A: (select direction)

Traffic Direction B: (select direction)

Walkway Type: (select type)

Watershed Name: (select watershed)

Width Measurement: (select measurement) Metres

Attach Supporting Documentation

2. Click the **PREVIEW** button at any time to **Preview** the complete **Special Clause** text.
3. Fill in all required fields highlighted in red text.
4. Add any required comments to account for or document the **Special Clause**.
5. Attach supporting documentation.
6. Resolve any **Outstanding Special Clause Issues**.
7. Update your changes **Save and Close** when complete

SAVE
SAVE AND CLOSE
PREVIEW

Build Special Clause Text

1 If a Clause Category and Clause Type have not already been selected, select them from the dropdown lists. If you cannot find the correct Clause Category or Clause Type, you may select 'Other' and continue to step 2.

*Clause Category: Sanitary Sewers

*Clause Type: Offsite, Oversize, Location

2 Click the Preview button at anytime to preview the complete Special Clause Text.
a. Note that the clause preview contains {placeholders} corresponding to the field labels below.
b. For each placeholder, enter a value in the corresponding field below.
c. Click the Preview button to update clause placeholders and save the completed clause in the database.

PREVIEW

The Developer, except for any oversize, at no expense to the City and without benefit of any recovery as provided in Clause 21.02 herein, shall install the offsite sanitary sewer in Main Street NW, as shown on the construction drawings approved by the Manager of Urban Development, generally as shown in orange from Points 'A' to 'B' on Schedule 'B' attached hereto.

3 To insert values into the special clause template, enter those values in the fields below.

Agreement Date:	Height Measurement: Metres	Lane Type: (select type)
Agreement Name:	Legal Description:	Length Measurement: Metres
Amount: \$	Percentage:	Road Type: (select type)
Area Measurement: Hectares	Roadway Lanes:	Roadway Startpoint:
Boundary Direction A: (select direction)	Carriageway A: Lane (eg. 2 of the 4)	*Roadway/Location: Main Street NW
Boundary Direction B: (select direction)	Carriageway B: Lane (eg. 4 of the 4)	*Schedule B Colour: orange
Community/District:	Consultant:	*Schedule B Points: 'A' to 'B'
Developer:	Developer Of Record: QUALICO DEVELOPMENTS WEST LTD.	Traffic Direction A: (select direction)
Developer Tier: Tier 3	Development Phase:	Traffic Direction B: (select direction)
Extension Direction: (select direction)	Fence Type: (select type)	Walkway Type: (select type)
		Watershed Name: (select watershed)
		Width Measurement: Metres

Attach Supporting Documentation

4 Add any comments required to account for or document this special clause record.

5 To attach supporting documentation for this special clause, click the Attach File button. Please note that the maximum acceptable file size is 10 MB.

ATTACH FILE

File Name	Description
-----------	-------------

Outstanding Special Clause Issues

6 If there are any outstanding Special Clause issues listed below, they must be resolved prior to submission.

[None]

To update your changes on the parent screen, please use the "Save and Close" button

The added Special Clause now appears on the [Special Clauses Tab Page](#).

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[Preview Special Clauses](#)

	Category	Type	Amount
Details	Performance Security	Tier	
Details	Assessment Levies	Environmental Reserve Lands Exemption	X
Details	Sanitary Sewers	Offsite, Oversize, Location	X
Details	East Springbank Engineering Study	East Springbank Servicing Study	\$6,891.20 X

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If any changes are required click on the [Details Link](#) for the Special Clause you just added.

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Request Status: New

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Developer Tier: Tier 3

Master Agrmt. Type: Residential

Subdivision Name: EVANSTON, PHASE 19

Status

MDA:

IIA:

SC:

SCA:

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Details	Performance Security	Tier	
Details	Assessment Levies	Environmental Reserve Lands Exemption	X
Details	Sanitary Sewers	Offsite, Oversize, Location	X
Details	East Springbank Engineering Study	East Springbank Servicing Study	\$6,891.20 X

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Make changes to the **Special Clause** as required.

SAVE
SAVE AND CLOSE
CANCEL

Build Special Clause Text

1 If a Clause Category and Clause Type have not already been selected, select them from the dropdown lists. If you cannot find the correct Clause Category or Clause Type, you may select 'Other' and continue to step 2.

*Clause Category:

*Clause Type:

2 Click the Preview button at anytime to preview the complete Special Clause Text.

a. Note that the clause preview contains {placeholders} corresponding to the field labels below.
 b. For each placeholder, enter a value in the corresponding field below.
 c. Click the Preview button to update clause placeholders and save the completed clause in the database.

PREVIEW

The Developer, except for any oversize, at no expense to the City and without benefit of any recovery as provided in Clause 21.02 herein, shall install the offsite sanitary sewer in Main Street NW, as shown on the construction drawings approved by the Manager of Urban Development, generally as shown in orange from Points 'A' to 'B' on Schedule 'B' attached hereto.

3 To insert values into the special clause template, enter those values in the fields below.

Agreement Date:	Height Measurement: <input type="text" value="Metres"/>
Agreement Name:	Lane Type: <input type="text" value="(select type)"/>
Amount: \$	Legal Description:
Area Measurement: Hectares	Length Measurement: <input type="text" value="Metres"/>
Boundary Direction A: <input type="text" value="(select direction)"/>	Percentage:
Boundary Direction B: <input type="text" value="(select direction)"/>	Road Type: <input type="text" value="(select type)"/>
Carriageway A: Lane (eg. 2 of the 4)	Roadway Lanes:
Carriageway B: Lane (eg. 4 of the 4)	Roadway Startpoint: <input type="text" value="Main Avenue SE"/>
Community/District:	*Roadway/Location: <input type="text" value="Main Avenue SE"/>
Consultant:	*Schedule B Colour: <input type="text" value="brown"/>
Developer:	*Schedule B Points: <input type="text" value="'A' to 'B'"/>
Developer Of Record: QUALICO DEVELOPMENTS WEST LTD.	Traffic Direction A: <input type="text" value="(select direction)"/>
Developer Tier: Tier 3	Traffic Direction B: <input type="text" value="(select direction)"/>
Development Phase:	Walkway Type: <input type="text" value="(select type)"/>
Extension Direction: <input type="text" value="(select direction)"/>	Watershed Name: <input type="text" value="(select watershed)"/>
Fence Type: <input type="text" value="(select type)"/>	Width Measurement: <input type="text" value="Metres"/>

Attach Supporting Documentation

4 Add any comments required to account for or document this special clause record.

5 To attach supporting documentation for this special clause, click the Attach File button. Please note that the maximum acceptable file size is 10 MB.

ATTACH FILE

File Name	Description
-----------	-------------

Outstanding Special Clause Issues

6 If there are any outstanding Special Clause issues listed below, they must be resolved prior to submission.

[None]

To update your changes on the parent screen, please use the "Save and Close" button

To preview the changes made to the **Special Clause** click the **PREVIEW** button.

Click **Save and Close** when the Special Clause changes are completed.

SAVE
SAVE AND CLOSE
CANCEL

Build Special Clause Text

1 If a Clause Category and Clause Type have not already been selected, select them from the dropdown lists. If you cannot find the correct Clause Category or Clause Type, you may select 'Other' and continue to step 2.

*Clause Category:

*Clause Type:

2 Click the Preview button at anytime to preview the complete Special Clause Text.

a. Note that the clause preview contains {placeholders} corresponding to the field labels below.

b. For each placeholder, enter a value in the corresponding field below.

c. Click the Preview button to update clause placeholders and save the completed clause in the database.

PREVIEW

The Developer, except for any oversize, at no expense to the City and without benefit of any recovery as provided in Clause 21.02 herein, shall install the offsite sanitary sewer in Main Avenue SE, as shown on the construction drawings approved by the Manager of Urban Development, generally as shown in brown from Points 'A' to 'B' on Schedule 'B' attached hereto.

3 To insert values into the special clause template, enter those values in the fields below.

Agreement Date:	Height Measurement:	Metres
Agreement Name:	Lane Type:	(select type)
Amount: \$	Legal Description:	
Area Measurement: Hectares	Length Measurement:	Metres
Boundary Direction A: (select direction)	Percentage:	
Boundary Direction B: (select direction)	Road Type:	(select type)
Carriageway A: Lane (eg. 2 of the 4)	Roadway Lanes:	
Carriageway B: Lane (eg. 4 of the 4)	Roadway Startpoint:	
Community/District:	*Roadway/Location:	<input type="text" value="Main Avenue SE"/>
Consultant:	*Schedule B Colour:	<input type="text" value="brown"/>
Developer:	*Schedule B Points:	<input type="text" value="'A' to 'B'"/>
Developer Of Record: QUALICO DEVELOPMENTS WEST LTD.	Traffic Direction A:	(select direction)
Developer Tier: Tier 3	Traffic Direction B:	(select direction)
Development Phase:	Walkway Type:	(select type)
Extension Direction: (select direction)	Watershed Name:	(select watershed)
Fence Type: (select type)	Width Measurement:	Metres

Attach Supporting Documentation

4 Add any comments required to account for or document this special clause record.

5 To attach supporting documentation for this special clause, click the Attach File button. Please note that the maximum acceptable file size is 10 MB.

ATTACH FILE

File Name	Description

Outstanding Special Clause Issues

6 If there are any outstanding Special Clause issues listed below, they must be resolved prior to submission.

[None]

To update your changes on the parent screen, please use the "Save and Close" button.

Cost Sharing Clause

To create a cost sharing clause and have information populate the desired fields,

Note: Development Agreements are now linked in UDO for cost sharing purposes

1) Select the appropriate clause type

Build Special Clause Text

1 If a Clause Category and Clause Type have not already been selected, select them from the dropdown lists. If you cannot find the correct Clause Category or Clause Type, you may select 'Other' and continue to step 2.

Clause Category:

Clause Type:

2 Click the Build Clause button at anytime to preview the Special Clause Text.

a. Note that the clause preview contains {placeholders} corresponding to the field labels below.

b. For each placeholder, enter a value in the corresponding field below.

c. Click the Preview button to update clause placeholders and save the completed clause in the database.

d. To edit the clause, complete the required fields and then select Edit Required button.

The Developer, prior to the acceptance by the City of any building permit applications for any of the lots located within the Development Area, shall make arrangements, satisfactory to the Managing Director, Calgary Approvals Coordination, to pay to {Developer} for part cost, less the payment for oversize, of the existing storm sewer in {Roadway/Location} along the {Boundary Direction A} of the Development Area installed by {Developer} through their {Community/District} Phase {Development Phase} {Agreement Name} subdivision.

3 To insert values into the special clause template, enter those values in the fields below.

<p>Agreement Date: <input type="text"/></p> <p>*Agreement Name: <input type="text"/></p> <p>Amount: <input type="text"/></p> <p>Area Measurement: <input type="text"/> Hectares</p> <p>*Boundary Direction A: <input type="text" value="(select direction)"/></p> <p>Boundary Direction B: <input type="text" value="(select direction)"/></p> <p>Carriageway A: <input type="text"/> Lane (eg. 2 of the 4)</p> <p>Carriageway B: <input type="text"/> Lane (eg. 2 of the 4)</p> <p>*Community/District: <input type="text"/></p> <p>Consultant: <input type="text"/></p> <p>*Developer: <input type="text"/></p> <p>Developer Of Record: <input type="text"/></p> <p>Developer Tier: <input type="text"/></p> <p>*Development Phase: <input type="text"/></p> <p>Extension Direction: <input type="text" value="(select direction)"/></p> <p>Fence Type: <input type="text" value="(None)"/></p>	<p>Height Measurement: <input type="text"/> Metres</p> <p>Lane Type: <input type="text" value="(select type)"/></p> <p>Legal Description: <input type="text"/></p> <p>Length Measurement: <input type="text"/> Metres</p> <p>Percentage: <input type="text"/></p> <p>Road Type: <input type="text" value="(select type)"/></p> <p>Roadway Lanes: <input type="text"/></p> <p>Roadway Startpoint: <input type="text"/></p> <p>*Roadway/Location: <input type="text"/></p> <p>Schedule B Colour: <input type="text"/></p> <p>Schedule B Points: <input type="text"/></p> <p>Traffic Direction A: <input type="text" value="(select direction)"/></p> <p>Traffic Direction B: <input type="text" value="(select direction)"/></p> <p>Walkway Type: <input type="text" value="(select type)"/></p> <p>Watershed Name: <input type="text" value="(select watershed)"/></p> <p>Width Measurement: <input type="text"/> Metres</p>
--	--

Job Access Code UD Agreement

Attach Supporting Documentation

4 Add any comments required to account for or document this special clause record.

5 To attach supporting documentation for this special clause, click the Attach File button. Please note that the maximum acceptable file size is 10 MB.

<input type="button" value="ATTACH FILE"/>	
File Name	Description

Outstanding Special Clause Issues

6 If there are any outstanding Special Clause issues listed below, they must be resolved prior to submission.

To update your changes on the parent screen, please use the "Save and Close" button.

Click the **ADD COST SHARE AGREEMENT**

Insert the correct Agreement number, as provided in the conditions of approval. Information is provided by the infrastructure strategist if cost sharing requirement is not known

Cost Share Lookup

Request Number: ✕
 Job Access Code:

Select	Request Number	Display Format
<input type="checkbox"/>	DA2005-0012	DA2005-0012 (ELGIN VILLAGE, PHASES 14 & 15 - Residential) CARMA DEVELOPERS LP

SEARCH **CANCEL** **CANCEL AND CLEAR**

Select the search button

Cost Share Lookup

Request Number:
 Job Access Code:

Select	Request Number	Display Format
<input type="checkbox"/>	DA2005-0012	DA2005-0012 (ELGIN VILLAGE, PHASES 14 & 15 - Residential) CARMA DEVELOPERS LP

SEARCH **CANCEL** **CANCEL AND CLEAR**

Toggle the select button

Close this pop-up window and you will be returned to the main clause window

SAVE
SAVE AND CLOSE
CANCEL

Build Special Clause Text

1 If a Clause Category and Clause Type have not already been selected, select them from the dropdown lists. If you cannot find the correct Clause Category or Clause Type, you may select 'Other' and continue to step 2.

Clause Category: Storm Sewers

Clause Type: Cost Sharing - 2016

2 Click the Build Clause button at anytime to preview the Special Clause Text.

a. Note that the clause preview contains {placeholders} corresponding to the field labels below.

b. For each placeholder, enter a value in the corresponding field below.

c. Click the Preview button to update clause placeholders and save the completed clause in the database.

d. To edit the clause, complete the required fields and then select Edit Required button.

PREVIEW

The Developer, prior to the acceptance by the City of any building permit applications for any of the lots located within the Development Area, shall make arrangements, satisfactory to the Managing Director, Calgary Approvals Coordination, to pay to {Developer} for part cost, less the payment for oversize, of the existing storm sewer in {Roadway/Location} along the {Boundary Direction A} of the Development Area installed by {Developer} through their {Community/District} Phase {Development Phase} {Agreement Name} subdivision.

3 To insert values into the special clause template, enter those values in the fields below.

<p>Agreement Date: <input type="text"/></p> <p>*Agreement Name: <input type="text" value="DA2005-0012"/></p> <p>Amount: \$ <input type="text"/></p> <p>Area Measurement: <input type="text"/> Hectares</p> <p>*Boundary Direction A: (select direction)</p> <p>Boundary Direction B: (select direction)</p> <p>Carriageway A: <input type="text"/> Lane (eg. 2 of the 4)</p> <p>Carriageway B: <input type="text"/> Lane (eg. 2 of the 4)</p> <p>*Community/District: <input type="text" value="MCKENZIE TOWNE: Phase PHASE"/></p> <p>Consultant: <input type="text"/></p> <p>*Developer: <input type="text" value="CARMA DEVELOPERS LP"/></p> <p>Developer Of Record: <input type="text" value="BROOKFIELD RESIDENTIAL (ALBERTA) LP, BY ITS GENERAL PARTNER CARMA LTD."/></p> <p>Developer Tier: <input type="text" value="Tier 3"/></p> <p>*Development Phase: <input type="text" value="ELGIN VILLAGE, PHASES 14 & 15"/></p> <p>Extension Direction: (select direction)</p> <p>Fence Type: (None)</p>	<p>Height Measurement: <input type="text"/> Metres</p> <p>Lane Type: (select type)</p> <p>Legal Description: <input type="text"/></p> <p>Length Measurement: <input type="text"/> Metres</p> <p>Percentage: <input type="text"/></p> <p>Road Type: (select type)</p> <p>Roadway Lanes: <input type="text"/></p> <p>Roadway Startpoint: <input type="text"/></p> <p>*Roadway/Location: <input type="text"/></p> <p>Schedule B Colour: <input type="text"/></p> <p>Schedule B Points: <input type="text"/></p> <p>Traffic Direction A: (select direction)</p> <p>Traffic Direction B: (select direction)</p> <p>Walkway Type: (select type)</p> <p>Watershed Name: (select watershed)</p> <p>Width Measurement: <input type="text"/> Metres</p>
---	--

ADD COST SHARE AGREEMENT

Job Access Code	UD Agreement
<input type="text" value="DA2005-0012-25431"/>	<input type="text" value="DA2005-0012 (ELGIN VILLAGE, PHASES 14 & 15 - Residential) CARMA DEVELOPERS LP"/>

Attach Supporting Documentation

4 Add any comments required to account for or document this special clause record.

5 To attach supporting documentation for this special clause, click the Attach File button. Please note that the maximum acceptable file size is 10 MB.

ATTACH FILE

File Name	Description
Outstanding Special Clause Issues	
<p>6 If there are any outstanding Special Clause issues listed below, they must be resolved prior to submission.</p> <ul style="list-style-type: none"> All outstanding Special Clause issues must be resolved. 	

To update your changes on the parent screen, please use the "Save and Close" button.

SAVE
SAVE AND CLOSE
CANCEL

Fill in the outstanding fields and select the preview button to have the fields populate in the Special Clause.

Click save to remove the outstanding issues note

Build Special Clause Text

1 If a Clause Category and Clause Type have not already been selected, select them from the dropdown lists. If you cannot find the correct Clause Category or Clause Type, you may select 'Other' and continue to step 2.

Clause Category:

Clause Type:

2 Click the Build Clause button at anytime to preview the Special Clause Text.

a. Note that the clause preview contains {placeholders} corresponding to the field labels below.

b. For each placeholder, enter a value in the corresponding field below.

c. Click the Preview button to update clause placeholders and save the completed clause in the database.

d. To edit the clause, complete the required fields and then select Edit Required button.

PREVIEW

The Developer, prior to the acceptance by the City of any building permit applications for any of the lots located within the Development Area, shall make arrangements, satisfactory to the Managing Director, Calgary Approvals Coordination, to pay to CARMA DEVELOPERS LP for part cost, less the payment for oversize, of the existing storm sewer in Main Street along the northeast boundary of the Development Area installed by CARMA DEVELOPERS LP through their HCKENZIE TOWNE: Phase PHASE Phase ELGIN VILLAGE, PHASES 14 & 15 (DA2005-0012) subdivision.

3 To insert values into the special clause template, enter those values in the fields below.

<p>Agreement Date: <input type="text"/></p> <p>*Agreement Name: <input type="text" value="DA2005-0012"/></p> <p>Amount: \$ <input type="text"/></p> <p>Area Measurement: <input type="text"/> Hectares</p> <p>*Boundary Direction A: <input type="text" value="northeast boundary"/></p> <p>Boundary Direction B: <input type="text" value="(select direction)"/></p> <p>Carriageway A: <input type="text"/> Lane (eg. 2 of the 4)</p> <p>Carriageway B: <input type="text"/> Lane (eg. 2 of the 4)</p> <p>*Community/District: <input type="text" value="HCKENZIE TOWNE: Phase PHASE"/></p> <p>Consultant: <input type="text"/></p> <p>*Developer: <input type="text" value="CARMA DEVELOPERS LP"/></p> <p>Developer Of Record: <input type="text" value="BROOKFIELD RESIDENTIAL (ALBERTA) LP, BY ITS GENERAL PARTNER CARMA LTD."/></p> <p>Developer Tier: <input type="text" value="Tier 3"/></p> <p>*Development Phase: <input type="text" value="ELGIN VILLAGE, PHASES 14 & 15"/></p> <p>Extension Direction: <input type="text" value="(select direction)"/></p> <p>Fence Type: <input type="text" value="(None)"/></p> <p>ADD COST SHARE AGREEMENT</p> <p>Job Access Code: <input type="text" value="UD Agreement"/></p> <p>DA2005-0012-25431 <input type="text" value="DA2005-0012 (ELGIN VILLAGE, PHASES 14 & 15 - Residential) CARMA DEVELOPERS LP"/> <input checked="" type="checkbox"/></p>	<p>Height Measurement: <input type="text"/> Metres</p> <p>Lane Type: <input type="text" value="(select type)"/></p> <p>Legal Description: <input type="text"/></p> <p>Length Measurement: <input type="text"/> Metres</p> <p>Percentage: <input type="text"/></p> <p>Road Type: <input type="text" value="(select type)"/></p> <p>Roadway Lanes: <input type="text"/></p> <p>Roadway Startpoint: <input type="text"/></p> <p>*Roadway/Location: <input type="text" value="Main Street"/></p> <p>Schedule B Colour: <input type="text"/></p> <p>Schedule B Points: <input type="text"/></p> <p>Traffic Direction A: <input type="text" value="(select direction)"/></p> <p>Traffic Direction B: <input type="text" value="(select direction)"/></p> <p>Walkway Type: <input type="text" value="(select type)"/></p> <p>Watershed Name: <input type="text" value="(select watershed)"/></p> <p>Width Measurement: <input type="text"/> Metres</p>
--	--

Attach Supporting Documentation

4 Add any comments required to account for or document this special clause record.

5 To attach supporting documentation for this special clause, click the Attach File button. Please note that the maximum acceptable file size is 10 MB.

ATTACH FILE

File Name	Description

Outstanding Special Clause Issues

6 If there are any outstanding Special Clause issues listed below, they must be resolved prior to submission.

To update your changes on the parent screen, please use the "Save and Close" button.

If there is no **Special Clause** in the **Special Clause Library** to match your requirements you can create a new one by clicking on the **ADD SPECIAL CLAUSE** button.

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Development Agreement Request

[Agreement Request Requirements](#)

Request Number: REQ2013-0026	Developer of Record: QUALICO DEVELOPMENTS WEST LTD.	Status
Request Type: Development Agreement	Developer Tier: Tier 3	MDA:
Request Date: Jan 14, 2013	Master Agrmt. Type: Residential	HA:
Request Status: New	Subdivision Name: EVANSTON, PHASE 19	SC:
		SCA:

SAVE CANCEL

Details
Infrastructure
Areas
Assessments
Special Clauses
Attachments
Submit

Special Clauses

- 1 Please click Generate Special Clauses button to Generate clauses for this agreement.
 - a. Click here to view the current [Special Clause Library](#)
 - b. Click the Add Special Clause button to add a special clause record.
 - c. Click the Details link on existing special clause records to review and edit the clause text.

GENERATE SPECIAL CLAUSES ADD SPECIAL CLAUSE

[Preview Special Clauses](#)

	Category	Type	Amount
Details	Performance Security	Tier	
Details	Assessment Levies	Environmental Reserve Lands Exemption	X
Details	Sanitary Sewers	Offsite, Oversize, Location	X
Details	Storm Sewers	Location	X
Details	East Springbank Engineering Study	East Springbank Servicing Study	\$6,891.20 X

Special Clause Amount Totals

- 2 Review the following amounts totaled from the special clauses listed above.

Total Deposits:	\$25,000.00
Total Repayments:	\$50,000.00

Outstanding Special Clause Issues

- 3 If there are any outstanding Special Clause issues listed below, they must be resolved prior to submission.

[None]

* An asterisk indicates a required field.

SAVE CANCEL

Screen ID: 2892477

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1. Select the **Clause Category** from the drop down menu. If there is not **Clause Type** to suit the situation click **Other** as a Clause Type.
2. Type in a New **Clause Category Name** and the **New Clause Text**.
3. Add any required comments to account for or document the Special Clause.
4. Attach supporting documentation.
5. Update your changes **Save and Close** when complete

SAVE
SAVE AND CLOSE
CANCEL

Build Special Clause Text

1 If a Clause Category and Clause Type have not already been selected, select them from the dropdown lists. If you cannot find the correct Clause Category or Clause Type, you may select 'Other' and continue to step 2.

*Clause Category: ←

*Clause Type: ←

2 If you could not find the correct Clause Type or Clause Category in the lists above, and have a suggestion for a new Special Clause, enter it here and the City of Calgary will consider adding it to the clause library.

New Clause Category Name:

New Clause Text:
 ←

3 Add any comments required to account for or document this special clause record.

←

4 To attach supporting documentation for this special clause, click the Attach File button. Please note that the maximum acceptable file size is 10 MB.

ATTACH FILE

←

File Name	Description

To update your changes on the parent screen, please use the "Save and Close" button.

SAVE
SAVE AND CLOSE
CANCEL
←

The newly added Special Clause will show up as **(New)** in the type column on the **Special Clauses Tab** Page.

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Development Agreement Request

Agreement Request Requirements

Request Number: REQ2013-0026	Developer of Record: QUALICO DEVELOPMENTS WEST LTD.	Status
Request Type: Development Agreement	Developer Tier: Tier 3	MDA:
Request Date: Jan 14, 2013	Master Agrmt. Type: Residential	IIA:
Request Status: New	Subdivision Name: EVANSTON, PHASE 19	SC:
		SCA:

SAVE CANCEL

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Special Clauses

1 Please click Generate Special Clauses button to Generate clauses for this agreement.

- Click here to view the current [Special Clause Library](#)
- Click the Add Special Clause button to add a special clause record.
- Click the Details link on existing special clause records to review and edit the clause text.

GENERATE SPECIAL CLAUSES ADD SPECIAL CLAUSE

Preview Special Clauses

	Category	Type	Amount
Details	Performance Security	Tier	
Details	Assessment Levies	Environmental Reserve Lands Exemption	X
Details	Sanitary Sewers	Offsite, Oversize, Location	X
Details	Storm Sewers	Location	X
Details	Water Mains	(New)	X
Details	East Springbank Engineering Study	East Springbank Servicing Study	\$6,891.20 X

Special Clause Amount Totals

2 Review the following amounts totaled from the special clauses listed above.

Total Deposits:	\$25,000.00
Total Repayments:	\$50,000.00

Outstanding Special Clause Issues

3 If there are any outstanding Special Clause issues listed below, they must be resolved prior to submission.

[None]

* An asterisk indicates a required field.

SAVE CANCEL

Screen ID: 2892177

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To review the Special Clauses in document format click the [Preview Special Clause](#) link.

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Development Agreement Request

[Agreement Request Requirements](#)

Request Number: REQ2013-0026	Developer of Record: QUALICO DEVELOPMENTS WEST LTD.	Status
Request Type: Development Agreement	Developer Tier: Tier 3	MDA:
Request Date: Jan 14, 2013	Master Agrmt. Type: Residential	IIA:
Request Status: New	Subdivision Name: EVANSTON, PHASE 19	SC:
		SCA:

SAVE
CANCEL

Details
Infrastructure
Areas
Assessments
Special Clauses
Attachments
Submit

Special Clauses

1 Please click Generate Special Clauses button to Generate clauses for this agreement.

a. Click here to view the current [Special Clause Library](#)

b. Click the [Add Special Clause](#) button to add a special clause record.

c. Click the [Details](#) link on existing special clause records to review and edit the clause text.

GENERATE SPECIAL CLAUSES
ADD SPECIAL CLAUSE

	Category	Type	Amount
Details	Performance Security	Tier	
Details	Assessment Levies	Environmental Reserve Lands Exemption	X
Details	Sanitary Sewers	Offsite, Oversize, Location	X
Details	Storm Sewers	Location	X
Details	Water Mains	(New)	X
Details	East Springbank Engineering Study	East Springbank Servicing Study	\$6,891.20 X

Special Clause Amount Totals

2 Review the following amounts totaled from the special clauses listed above.

Total Deposits:	\$25,000.00
Total Repayments:	\$50,000.00

Outstanding Special Clause Issues

3 If there are any outstanding Special Clause issues listed below, they must be resolved prior to submission.

[None]

* An asterisk indicates a required field.



SAVE
CANCEL

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An example of the **Special Clauses** in a document.

Note: Urban Development Staff will finalize presentation to **Special Clauses**.



Special Clause Preview for Development Agreement Request: REQ2013-0026

(A) Performance Security

i) It is understood and agreed between the parties hereto, that QUALICO DEVELOPMENTS WEST LTD. has been defined as the Developer of Record and classified as a Tier 3 Developer by the Manager of Urban Development in accordance with clause 18.01 herein.

(B) Assessment Levies

i) Notwithstanding the provisions of Clauses 3.01 to 3.08 herein, it is understood and agreed between the parties hereto, that the amounts of the payments to be made by the Developer to the City, as required under the said Clauses 3.01 to 3.08 herein, exempt payment for the Environmental Reserve Lands (1.000 hectares) shown in yellow on Schedule 'B' attached hereto.

(C) Sanitary Sewers

i) The Developer, except for any oversize, at no expense to the City and without benefit of any recovery as provided in Clause 21.02 herein, shall install the offsite sanitary sewer in Main Avenue SE, as shown on the construction drawings approved by the Manager of Urban Development, generally as shown in brown from Points 'A' to 'B' on Schedule 'B' attached hereto.

(D) Storm Sewers

i) The Developer, at no expense to the City and without benefit of any recovery as provided in Clause 21.02 herein, shall install the storm sewer in main street, as shown on the construction drawings approved by the Manager of Urban Development, along the east boundary of the Development Area.

(L) East Springbank Engineering Study

i) The Developer shall pay to the City upon the signing of this Agreement, the sum of \$6,891.20 (17.228 ha @ \$400.00/hectare) representing the Developer's share of the cost of the East Springbank Servicing Study.

January 17, 2013 Page 1 of 1

Special Clause Amount Totals

Review the **Special Clause Amount Totals** from the special clauses listed in section 1 on the **Special Clauses Tab Page**.

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Development Agreement Request

[Agreement Request Requirements](#)

Request Number: REQ2013-0026	Developer of Record: QUALICO DEVELOPMENTS WEST LTD.	Status
Request Type: Development Agreement	Developer Tier: Tier 3	MDA:
Request Date: Jan 14, 2013	Master Agrmt. Type: Residential	IIA:
Request Status: New	Subdivision Name: EVANSTON, PHASE 19	SC:
		SCA:

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Special Clauses

1 Please click Generate Special Clauses button to Generate clauses for this agreement.

a. Click here to view the current [Special Clause Library](#)

b. Click the Add Special Clause button to add a special clause record.

c. Click the Details link on existing special clause records to review and edit the clause text.

[Preview Special Clauses](#)

	Category	Type	Amount	
Details	Performance Security	Tier		
Details	Assessment Levies	Environmental Reserve Lands Exemption		X
Details	Sanitary Sewers	Offsite, Oversize, Location		X
Details	Storm Sewers	Location		X
Details	Water Mains	(New)		X
Details	East Springbank Engineering Study	East Springbank Servicing Study	\$6,891.20	X

Special Clause Amount Totals

2 Review the following amounts totaled from the special clauses listed above.

Total Deposits:	\$25,000.00
Total Repayments:	\$50,000.00

Outstanding Special Clause Issues

3 If there are any outstanding Special Clause issues listed below, they must be resolved prior to submission.

[None]

* An asterisk indicates a required field.

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Outstanding Special Clauses Issues

When there are no **Outstanding Special Clauses Issues** the Urban Development System will indicate this by showing that there are **(None)**.

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Development Agreement Request

Agreement Request Requirements

Request Number: REQ2013-0026

Request Type: Development Agreement

Request Date: Jan 14, 2013

Request Status: New

Developer of Record: QUALICO DEVELOPMENTS WEST LTD.

Developer Tier: Tier 3

Master Agrmt. Type: Residential

Subdivision Name: EVANSTON, PHASE 19

Status

MDA:

I/A:

SC:

SCA:

Details | Infrastructure | Areas | Assessments | **Special Clauses** | Attachments | Submit

Special Clauses

1 Please click Generate Special Clauses button to Generate clauses for this agreement.

a. Click here to view the current [Special Clause Library](#)

b. Click the Add Special Clause button to add a special clause record.

c. Click the Details link on existing special clause records to review and edit the clause text.

Preview Special Clauses

	Category	Type	Amount
Details	Performance Security	Tier	
Details	Assessment Levies	Environmental Reserve Lands Exemption	X
Details	Sanitary Sewers	Offsite, Oversize, Location	X
Details	Storm Sewers	Location	X
Details	Water Mains	(New)	X
Details	East Springbank Engineering Study	East Springbank Servicing Study	\$6,891.20 X

Special Clause Amount Totals

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When you have completed the [Special Clauses Tab](#) page click [Save](#).

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Development Agreement Request

[Agreement Request Requirements](#)

Request Number: REQ2013-0026	Developer of Record: QUALICO DEVELOPMENTS WEST LTD.	Status
Request Type: Development Agreement	Developer Tier: Tier 3	MDA:
Request Date: Jan 14, 2013	Master Agrmt. Type: Residential	IIA:
Request Status: New	Subdivision Name: EVANSTON, PHASE 19	SC:
		SCA:

Details
Infrastructure
Areas
Assessments
Special Clauses
Attachments
Submit

Special Clauses

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[Preview Special Clauses](#)

	Category	Type	Amount
Details	Performance Security	Tier	
Details	Assessment Levies	Environmental Reserve Lands Exemption	X
Details	Sanitary Sewers	Offsite, Oversize, Location	X
Details	Storm Sewers	Location	X
Details	Water Mains	(New)	X
Details	East Springbank Engineering Study	East Springbank Servicing Study	\$6,891.20 X

Special Clause Amount Totals

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[None]

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